

**Regular Board Meeting**  
**March 18, 2021**  
**Minutes**

1. Call to Order

Notice of the time of the meeting and agenda having been posted on the library bulletin board and one other public place, forty-eight hours prior to the meeting as required by law, the meeting was called to order at 7:05 p.m. by Sylvia Haas, President.

2. President Statement Regarding Virtual Meeting

*"This meeting of the Board of Library Trustees is held without a quorum of Trustees physically present and is authorized by Governor pursuant to "COVID-19 Executive Order No. 5" and the Government Emergency Administration Act. Pursuant to said Act, I have determined that an in-person meeting is neither practical nor prudent because of the COVID-19 disaster. As a result, I have further determined that it is not feasible to require the physical presence of a Trustee, the Library Director, or the Library's attorney at the regular meeting location. The minutes of this meeting will include the foregoing statement. Please note that a roll call vote is now required for all motions."*

3. Roll Call

Present: Marie Bass, Michael Duebner, Sylvia Fulk, Terri Gens, Brian Gilligan, Sylvia Haas, Kristine O'Sullivan  
Absent: None  
Staff Present: Jo Broszczak, Su Reynders  
Visitors: There were approximately 22 visitors and staff on the electronic meeting.

4. Resolution of Appreciation – Rosemary Groenwald

President Haas referred to the Resolution of Appreciation displayed on the screen and thanked Ms. Groenwald for her 33 years of service to the library.

5. Audience to Visitors

None

6. Consent Agenda

- a. Approve Minutes of Regular Board Meeting of February 18, 2021
- b. Approve Minutes of Committee of the Whole Meeting of March 4, 2021
- c. Approve February 2021 Bills and Financial Reports
- d. Resolution of Appreciation – Rosemary Groenwald (amended to add)

Motion was made by Trustee Duebner and seconded by Trustee Gilligan to establish and approve the Consent Agenda as amended. Roll Call Vote: AYES: Bass, Duebner, Fulk, Gens, Gilligan, Haas, O'Sullivan. NAYS: None. ABSTAIN: None. Motion carried.

7. Reopening Progress Report and Next Steps

Director Reynders updated the Board on the library's reopening status. She reviewed steps already taken (quarantine reduced; turned main sorter on; began main outdoor programs; opened South Branch by appointment; opened staff lounge at Main; eliminated Welcome Desk at Main; outdoor youth programs).

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Board of Library Trustees  
10 S. Emerson Street | Mount Prospect, IL 60056

She reviewed future target dates and stated that the schedule could change based on new information from Illinois, Cook County, and the CDC.

- 4/5 open South Branch without appointments with capacity limits
- 4/19 increase to two-hour limit, open study rooms at Main
- 5/17 normal hours, more table seating at Main
- 6/7 no time limit, comfortable seating at Main
- 10/1 in person programs
- 10/4 public meeting rooms

Trustees discussed potential changes to regular hours at Main, including closing at 9:00 p.m. on weeknights and expanding some weekend hours to better meet the needs of the community and maximize staff usage. The Board suggested that staff solicit community input to help with the final decision.

The Board discussed South Branch hours, and Director Reynders reported that as we share a space with the village, we also share the same hours. However, a new security system is being installed that may give the library more autonomy to be open when there are no village services. Staff will be discussing South Branch hours in the future.

8. Library Reports

Trustees reviewed the 2021 goals dashboard and agreed that it was an appropriate way to communicate high level progress for this interim year, as the last strategic plan (2019-2023) has been set aside and is no longer in active use.

Director Reynders recommended that the Board meet for a Committee of the Whole meeting on April 1, 2021 to discuss the progress on the EDI goals in more detail and Trustees agreed.

9. Trustee Reports

Trustee Bass reported that she attended the February 22, 2021 Foundation Board meeting. The Foundation is not actively fundraising but is discussing new ideas. She reported on the status of their audit and membership in the Chamber of Commerce.

Trustee O'Sullivan reported that she attended an Illinois Library Association program, "One Year On -- Where is Your Library and How Can You Prepare for a Post-COVID World." She shared projects that other libraries completed during the pandemic, including teen sketch books, a teen art club, crafts for adults. The Effingham, Illinois library received a grant to help seniors schedule vaccinations and find social services.

Trustees discussed future library services, including an outreach van and satellite locations on the north side of the village.

10. Calendar Items

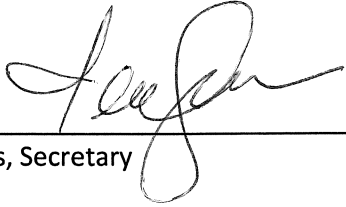
- a. Committee of the Whole Meeting – April 1 7:00 p.m.
  - i. Scheduled for an EDI plan review.
- b. Library Closed – April 4

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Board of Library Trustees  
10 S. Emerson Street | Mount Prospect, IL 60056

- c. Regular Board Meeting – April 15
- d. Foundation Board Meeting – April 26 – open
  - i. The Foundation meeting in April needs a volunteer.

11. Adjournment

Regular meeting adjourned at 7:55 p.m.



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Terri Gens, Secretary

Approved as submitted 04/15/2021